

CITY OF EL PASO, TEXAS
DEPARTMENT HEAD'S SUMMARY REQUEST FOR COUNCIL ACTION (RCA)

DEPARTMENT: Office of Management and Budget

AGENDA DATE: 11/30/04

CONTACT PERSON/PHONE: Office of Management and Budget, David Almonte, (915) 541-4011

DISTRICT(S) AFFECTED: All

SUBJECT:

APPROVE: Staffing Table Change Request.

BACKGROUND / DISCUSSION:

Deleting a Contract Paraprofessional in lieu of a Contract Professional. This position will play a critical role in the maintenance, operations, training, and administration of the Peoplesoft Enterprise Performance Management and Budgeting modules. The position will act as a liaison between the system resources of OMB and the IT department as well as contracted support agencies. In addition, the position will assume professional duties related to assume this role are highly marketable and this contracted position will create cost savings in reducing the need for reliance on system contractors.

PRIOR COUNCIL ACTION:

No

AMOUNT AND SOURCE OF FUNDING:

No budget transfer is needed. The position will be funded by the budgeted salary for the Contract Professional requested for deletion and offset with budgeted funding for vacant position in the department.

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

N/A

*******REQUIRED AUTHORIZATION*******

LEGAL: (if required) _____

FINANCE: (if required) _____

OTHER: _____

(Example: if RCA is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____

DATE: _____

DATE: 9/9/04

CITY OF EL PASO
STAFFING TABLE CHANGE REQUEST

Date sent to City Council: 12/9/04

INITIALS 2005-21

DEPARTMENT NAME: OMB	(1) HR DEPARTMENT ID 04010020	(2) ATTACHED DOCUMENTATION <input type="checkbox"/> Description of Duties <input type="checkbox"/> Organization Chart	Date sent to Personnel: REQUESTED EFFECTIVE DATE: 9/9/04
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A=add

D=delete (3)

(4)

(5)

(6)

ACTIONS

*-Position Type

*R/T/C = Regular, Temporary, Contract

*L/U = Classified, Unclassified

A/D	# OF POS	Max Head Count	Business Unit	ACCOUNT DESCRIPTION and ACCOUNT CODE Fin. Dept. ID-Fund-Fin. Loc. Proj. or Gmt. (00000000-00000-00000PorG0000)	JOB CODE	JOB CLASS TITLE	PLAN GRADE	R/T/C	L/U
D	1.0		COFEP	04010020-01101	012099	Contract-Admin Support (NE)	-----	C	U
A	1.0		COFEP	04010020-01101	030099	Contract-Professional(E)	-----	C	U
			COFEP	-----			-----		
			COFEP	-----			-----		
			COFEP	-----			-----		
			COFEP	-----			-----		
			COFEP	-----			-----		
			COFEP	-----			-----		

(7) Purpose: ☐ Streamline ☒ Expanded Program ☐ New Program ☐ New Facility ☐ Other (Explain)

(8) STATEMENT OF NEED / CONSEQUENCES OF NOT APPROVING ACTION(S):

Position will administer Peoplesoft EPM, ABM, Budget, and HR-Budget interface modules for budget preparation and implementation.

ANTICIPATED IMPACT ON:

(9) DEPARTMENT ORGANIZATION/OPERATIONS OMB-Budget and Management Analysis Division	(10) DEPARTMENT BUDGET FY05-\$968,787 Budget-This will not increase budget.
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(11) DEPARTMENT HEAD SIGNATURE: <i>David Amante</i>	DATE: 9-9-04	BUDGET CHANGE <input type="checkbox"/> Required <input type="checkbox"/> Attached NOT REQUIRED	AMOUNT ADDITIONAL FUNDS NONE.
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<input type="checkbox"/> Requested CC and CG is Appropriate <input type="checkbox"/> Change Class To <input type="checkbox"/> Change Grade To	PERSONNEL DEPARTMENT RECOMMENDATION COMMENTS	PERSONNEL DIRECTOR <i>Bond</i>	DATE 11/18/04
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COMMENTS: OK! <i>David Amante</i> 9-13-04	O.M.B RECOMMENDATION / C.A.O. APPROVAL
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RECOMMENDATION <input checked="" type="checkbox"/> Position(s) Recommended <input type="checkbox"/> Position(s) Not Recommended <i>David Amante</i> 10-25-04	CHIEF FINANCIAL OFFICER	CHIEF ADMINISTRATIVE OFFICER
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